

FlexClock® Vx510G

USER MANUAL & SETUP GUIDE



FLEXCLOCK SERIES
MULTI-PURPOSE TIME DEVICE

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Clock Dimensions

8.5”(H) x 3”(D) x 4”(W)

Getting Started

Setup for Use with Online System

To set up the Vx510G to communicate with the online timekeeping system, the serial number (9-digit number found on the back of the clock, or on the outside of the box the clock came in) needs to be added to your account. This is done by your timekeeping service provider. Once the serial number has been configured, the clock is ready to be used. One final step is to ensure employees using the clock have a PIN or card number (if cards are being used) added to their Employee Setup file.

If you receive the message “UNKNOWN SERIAL #”, it means your account has not been set up on the server. Note that it can take up to 10 minutes after the clock’s serial number has been added to the account for it to become active.



Wireless Communication (SIM card)

The FlexClock Vx510G transmits punch data via a wireless data connection that has been pre-configured for your clock. The data network is with T-Mobile and the SIM card has been configured for this specific clock.

Wireless service coverage is available anywhere T-Mobile provides cellular coverage within the United States, including Alaska, Hawaii, and Puerto Rico. To verify coverage is available in your specific area, please visit: <http://www.t-mobile.com/coverage/pcc.aspx>. The clock’s display also includes a transmission strength indicator to help determine how strong the cellular connection is in a particular location.

****Coverage in Canada can be made available for an additional fee. Please contact your service provider to have this option configured. An alternative wireless carrier's SIM card can be used. However, the only wireless service supported by your timekeeping service provider is configured on the SIM card originally installed in the clock.**

Analog Setup

The analog line can be used as a backup in the case that the clock can not communicate over the wireless data network. This is done automatically if the cord has been connected to the port labeled with a telephone and an active, analog phone line. If a nine or other prefix is needed to place an outside call, press the left-most purple key to access the menu, and enter the code 123662. Enter the desired prefix and follow the on screen prompts.

Initial Settings for Clock

All of the clock settings are retrieved from the timekeeping server. This includes settings like the time and date, time zone, Daylight Saving Time settings, etc.

At any time you can press the (9) key to force the clock to communicate with the online system. However, after your clock is set up, it will transmit data to the online servers automatically.

Daylight Saving Time

Your clock automatically adjusts for Daylight Saving Time (DST) as instructed by the server. The adjustment takes place immediately when the clock reaches the designated time (i.e. 2:00 AM).

Daylight Saving adjustments occur on a Sunday. From Sunday through Tuesday, the clock will show a “DST check mark” icon next to the time to remind employees that the DST correction has taken place.

The timekeeping website automatically performs adjustments to ensure everything is correct. There should rarely, if ever, be a need to adjust time cards - even if employees worked overnight during the time change.

If you live in an area that does not observe Daylight Saving Time (such as Arizona), then the automatic adjustment is disabled by your payroll provider from the web site.

Using the Clock

CLOCKING IN & OUT

Clocking in and out is simple: Press (1) to clock in, press (2) to clock out.

After you press (1) or (2), enter your PIN number, or swipe your card. Additional prompts (such as “department”, “job”, or “tip” prompts) may appear. These are configured from the timekeeping web site.

4 and 5 keys (optional)

The (4) and (5) keys can also be used to clock “in” and “out”, if enabled from the web site. This allows an alternate set of prompts to be shown to certain employees. This feature is commonly used at restaurants. For example, non-tipped employees may use these keys to bypass a prompt that asks “enter total tips.” Contact your service provider for more information.

PrintReader Biometric Option

A biometric fingerprint reader for eliminating “buddy punching” can be purchased and attached separately for clocking IN/OUT. Contact your service provider for further details.

Troubleshooting

Troubleshooting Wireless Connection

You can always force the time clock to attempt to contact its server at any time by pressing the (9) key.

If your clock displays the message “Net Connect Failed –701”, this means your SIM card for wireless transmission is not able to transmit the data. This could be due to the SIM card not being positioned properly within its bay, or no SIM card is installed in the clock.

***Reminder:** Your Vx510G clock came with an active T-Mobile wireless data connection configured to a SIM card installed in its bay. Removal or replacement of the SIM card is not recommended.

Note: Even if the clock is having trouble transmitting data, all of the punches will be stored within the clock’s memory for later transmission once a connection can be established.

The time clock’s ability to transmit depends on the signal strength of your current location. A transmission strength indicator is provided on the clock’s screen. If you are having trouble transmitting, ensure you are in an area that provides wireless coverage (see the “Wireless Communication” section of this guide).

If your SIM card is correctly installed with GSM wireless coverage, and you are still not able to transmit through a wireless signal, please refer to the “Analog Setup” section of this guide to transmit punches through an analog connection. Contact your service provider for further troubleshooting tips and a SIM card replacement (if needed).

Additional Questions

If you have any additional questions regarding the installation or use of your Vx510G, please contact your service provider.

Other FlexClock Models

The FlexClock Z-Series

Provides Ethernet connectivity and available biometrics at an unbeatable value.

- FlexClock Z18 is a simple and affordable time clock using a proximity card reader.
- FlexClock Z33 and Z34 are simple and affordable time clocks with a built-in fingerprint reader. (They function the same, differing only in style and appearance).

The FlexClock Vx-Series

Based on quality banking equipment from VeriFone®. All Vx-Series clocks include a magstripe card reader, receipt printer, and fully support analog dialup (landline) as an alternate communication method. Options include:

- FlexClock Vx510 and Vx570 - Basic model with Ethernet, Dialup, and a printer. The Vx570 can be wall mounted while the Vx510 is meant for tabletop use only.
- FlexClock Vx510G - Offers a cellular connection instead of Ethernet. Requires AC power or vehicle power.
- FlexClock Vx610 - Offers a cellular connection instead of Ethernet, and is completely portable with a built-in rechargeable battery. Optional external fingerprint accessory available for all FlexClock Vx-Series models.

Additional Questions

If you have any additional questions regarding the installation or use of your FlexClock, please contact your service provider.



FlexClock Vx510G Setup Guide

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